



## Sweet Home Planning Commission

### Agenda

Monday, January 4, 2016

Phone: 541-367-8113

[www.ci.sweet-home.or.us](http://www.ci.sweet-home.or.us)

Sweet Home City Hall Annex Building  
1140 12<sup>th</sup> Ave., Sweet Home, Or 97386

The Sweet Home Planning Commission welcomes your interest in these agenda items. The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requesting by notifying the City Manager's Office at 541-367-8969.

#### 6:30 PM Public Hearing

- Call to Order
- Pledge of Allegiance to the Flag
- Roll Call of Commissioners: Lance Gatchell; James Goble; Eva Jurney; Ned Kilpatrick; Greg Stephens; Edith Wilcox; Henry Wolthuis (Chairman)
- Comments from the Public
- Approval of Minutes (11/30/2015)

**VARIANCE 16-01: Applicant Eric Lund on behalf of Renewed Properties LLC, requests multiple variances to allow an encroachment up to but not exceeding ten feet (10') into the twenty foot (20') front setback of lots 2-9 & 15. The applicant also requests multiple side setback variances to allow an encroachment up to but not exceeding three feet (3') into the thirteen foot (13') minimum side setback so that the side setback for either side of lots 7-9 are at a minimum of five feet (5'). The conditional approved tentative subdivision is located at 1200 Riggs Hill Road, also known as Linn County Assessor's map 13S-01E-26CA Tax Lot 01401.**

#### 7:15 PM Items of Business

- Quality Development Award Nominations
- Next Planning Commission Meeting Date: Monday, February 1, 2016
- Adjourn

## Planning Commission Process and Procedure for Public Hearings

- Open each Hearing individually
- Hearing Disclosure Statement (ORS 197.763)
- Declarations by the Commission:
  - Personal Bias- Prejudice or prejudgment of the facts to such a degree that an official is incapable of making an objective decision based on the merit of the case.
  - Conflict of Interest- Has any member of the Commission or their immediate family have any financial or other interests in the application that has to be disclosed.
  - Ex Parte Information- The Planning Commission is bound to base their decision on information received in the Public Hearing and what is presented in testimony. If a member of the Planning Commission has talked with an applicant or has information from outside the Public Hearing it needs to be shared at the time so that everyone in the audience has an opportunity to be aware of it and the rest of the Planning Commission is aware of it. In that way it can be rebutted and can be discussed openly.
- Staff Report
  - Review of application
  - Discussion of relative Criteria that must be used
  - During this presentation the members of the Planning Commission may ask questions of the staff to clarify the application or any part of the Zoning Ordinance or the applicable information.
- Testimony
  - Applicant's Testimony
  - Proponents' Testimony  
Testimony from those who are in favor to the application
  - Opponents' Testimony  
Testimony from those who are in opposition to the application
  - Neutral Testimony  
Testimony from those that are neither in favor nor in opposition of the application
  - Rebuttal
- Close Public Hearing
- Discussion and Decision among the Planning Commission
  - Motion
    - Approve
    - Deny
    - Approve with Conditions
    - Continuous
- If there is an objection to a decision it can be appealed to the City Council. There are 21 days allowed to make the appeal. At the time the City Council goes through the Public Hearing Process all over again.
  - Some items require an automatic appeal to the City Council
  - Recommendation made by Planning Commission—City Council makes final decision.

If you have a question, please wait until appropriate time and then direct your questions to the Planning Commission. Please speak one at a time so the recorder knows who is speaking.